



Morsham Base Hospital
(INCORPORATED)

FIFTY-SIXTH
ANNUAL REPORT
OF THE
Committee of Management

— † —
From 1st JULY, 1929, to 30th JUNE, 1930
— † —

WITH THE BY-LAWS OF THE INSTITUTION
LIST OF AMOUNTS RECEIVED FROM ALL SOURCES
FINANCIAL STATEMENT

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ARKLEY The Printer HORSHAM

Horsham Base Hospital

Officers and Members of the Committee for 1930-31.

President:

David Anderson, Esq., (1928)

Vice-Presidents:

A. Langlands, Esq. (1928) Thos. Young, Esq. (1929).

Hon. Treasurer:

W. C. Bolton, Esq., J.P. (1928)

Town Members of Committee,

Elected.		Elected.	
J. R. Baillie, Esq.	1928	J. J. Hennessy, Esq.	1929
John Benentt, Esq.	1928	P. Learmonth, Esq.	1930
J. B. Cranage, Esq.	1928	C. Rennison, Esq.	1930
F. J. Millar, Esq., J.P.	1929	G. L. Ray, Esq., J.P.	1930
Thos. Young, Esq.	1929	R. J. Wilmoth, Esq.	1930

One Representative of Hon. Medical Staff.

The Inspector of Schools, Horsham Inspectorate.

Country Members of Committee.

The Presidents for the time being of the Wimmera, Kowree, Dumdunkle, Arapiles, and Dimboola Shire Councils.

Councillors A. H. Millar, Laharum, and W. E. Dahlenburg, Pimpinio; J. E. Smith, Esq., Vectis; A. A. Lutze, Esq., Coromby; J. C. Tepper, Esq., Coromby; J. McRae, Esq., Jung.

Hon. Solicitor: John Bennett, Esq.

Hon. Architect: P. Learmonth, Esq., M.C.E.

Hon. Dentists: W. Lawrence, R. S. Grant, C. W. Dougall.

Hon. Veterinary Surgeon: James Barnes, Esq.

Building Sub-Committee.

Messrs. F. J. Millar, W. C. Bolton, P. Learmonth, Thos. Young, J. B. Cranage.

Tenders Sub-Committee.

Messrs. W. C. Bolton, P. Learmonth, and F. J. Millar.

Hon. Medical Officers:

Dr. G. R. Felstead.

Dr. J. P. Black.

Dr. H. W. Charlton

Dr. R. J. A. Henderson

Auditors.

T. Houston, Esq.

D. S. Wallis, Esq.

Matron.

Secretary.

Miss G. M. Arthur.

C. R. Frencham.

Horsham Base Hospital

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PAST PRESIDENTS.

	Year of Office		Year of Office.
Temporary Chairman ..	1873-74	Wm. Sinclair	1901-02
Rev. G. W. Adams	1874-75	Wm. Sinclair	1902-03
Robert Clark, J.P., ..	1876	G. Rutherford	1903-04
J. Langlands, J.P., ..	1877	R. L. Kirk	1904-05
Angus Cameron, J.P., ..	1878	R. L. Kirk	1905-06
Joseph Fechler	1879	late H. Balfour Cathcart ..	1906-07
George Young	1880	late H. Balfour Cathcart ..	1907-08
William Robinson	1881	late H. Balfour Cathcart ..	1908-09
William Drummond	1882	late H. Balfour Cathcart ..	1909-10
S. S. Bowden	1883	F. J. Sanders	1910-11
C. G. Rasmussen, J.P., ..	1884	F. J. Sanders	1911-12
R. H. Andrews	1885-86	P. Learmonth	1912-13
J. H. Brake	1886-87	P. Learmonth	1913-14
W. C. Wright	1887-88	C. Rennison	1914-15
Fred. Martin	1888-89	C. Rennison	1915-16
R. Garland	1889-90	John McCann, J.P.,	1916-17
J. Kenny	1890-91	F. J. Millar, J.P.,	1917-18
F. Williams, J.P.,	1891-92	F. J. Millar, J.P.,	1918-19
R. J. Moon	1892-93	G. S. Symonds	1919-20
H. F. W. Kruger	1893-94	G. S. Symonds	1920-21
W. Bolton	1894-95	G. S. Symonds	1921-22
R. G. Fincham	1895-96	G. S. Symonds	} 1922-23
T. DeB. Twycross	1896-97	F. J. Millar, J.P.,	
G. Bodey, J.P.,	1897-98	F. J. Millar, J.P.,	1923-24
James Carroll, J.P., ..	1898-99	David Anderson, J.P., ..	1924-25
George Ryan	} 1899-00	David Anderson, J.P., ..	1925-26
W. F. Osborn		David Anderson, J.P., ..	1926-27
George Ryan	1900-01	David Anderson, J.P., ..	1927-28
		David Anderson, J.P., ..	1928-29
		David Anderson, J.P., ..	1929-30

LIFE MEMBERS:

J. H. Young, Blackheath.	P. W. Jones.
Hon. Walter Madden.	J. E. Harper.
Carl Schurmann	Mrs. H. W. Aumann, sen., Murtoa.
G. E. Peart.	Mrs. Ida V. Pietsch, Kornheim.
Mrs. J. T. Weight.	T. J. Noske, Melbourne.
D. Grant.	Thomas Mills, Longerenong.
L. A. Rosel.	J. H. Currie, Dimboola.
W. J. Sudholz.	G. Antony, Natimuk.
Wm. Butler.	Mrs. James Anderson.
H. B. Cathcart.	W. McClintock, Murtoa.
B. T. Pearse.	William Gill, Dimboola.
Albert Scholes.	A. A. Lutze, Murtoa.
John W. Davis.	F. P. Schulze, Murtoa.
G. H. Hill.	C. G. Davies, Horsham.
Mrs. George Ryan.	A. J. Coad, Horsham.
D. Lewis.	A. E. Watts, Horsham.
William Sinclair.	G. W. Cochrane, Horsham.
John Schmidt.	George Tydeman, Horsham.

HORSHAM BASE HOSPITAL

(INCORPORATED)

Fifty-Sixth Annual Report for the Year Ending June 30th, 1930.

TO LIFE GOVERNORS, ANNUAL GOVERNORS and SUBSCRIBERS

LADIES and GENTLEMEN—

In presenting the 56th Annual Report and Balance Sheet, the Board of Management notes with pleasure the splendid support which has been so consistently given by all sections of the community, and desires to express thanks to all those who have assisted the Hospital during the year under review.

FINANCE.—At the beginning of the financial year, having the previous year as a guide, we were faced with an approximate expenditure of £6,300. To raise this amount meant that a generous public would again have to be appealed to, to find the necessary amount, to keep the Hospital out of debt. The following figures will show how magnificently everyone has responded.

We commenced the year with a credit balance of £21/3/1 in the Maintenance Account. Our largest item on the receipts side is that of In-Patients Fees, £1920/19/6, which is an increase of £309 from the previous year. Government Grant shows the same as last year, £1350. The 1930 Hospital Carnival Committee, whose efforts are referred to elsewhere in this report, handed over the sum of £1145. Municipal Grants have risen from £820 to £1035. These were the main items on the receipts side. Our expenditure on Maintenance totalled £6379/13/7, or £221/12/3 in excess of last year, and despite this increase we are pleased to be able to report that we have finished the year with a credit balance of £44/16/11. Allowing for the credit in hand at the commencement of the year, our excess of receipts over actual Maintenance costs for the year is £23/8. This is an achievement of which the people of Horsham and District may well be proud.

BUILDING ACCOUNT.—At July 1st, 1929, we carried forward a debit balance of £4725/2/4. Completion of a drainage system involved an outlay of £263/9/10, and Interest charges amounted to £69/8. Further Government Grants received totalled £3,000, and the Debit Balance at the Bank is now £2058/10/2. There is still an amount of approximately £900 to come from the Treasury to complete the promise of one-third of the total cost of work.

1930 HOSPITAL CARNIVAL.—Following the success of the 1929 Carnival, an enthusiastic Committee again set out to carry the 1930 Carnival to a successful conclusion. Headed by Mr. Len. Hutchesson, as President, the Committee formulated their plans and carried them out in a splendid manner. A block canvass of the country districts was made by individual members of the Committee, in company with members of the various Shire Councils, and the result of this canvass was approximately £600. While this canvass was being made, arrangements for the Carnival in March were also being finalised. Carnival Day was a great success, the Committee and all local organisations sparing no effort to reach a successful conclusion. The actual result of the 1930 effort was astounding, no less a sum than £1,145 being handed to this Committee. This is a result which all who were connected with it in any way may well be proud of, and the sincere thanks of the Hospital Committee has been extended to those who assisted.

MUNICIPAL GRANTS.—Representations were made to some of our Municipalities to increase the Annual Grant, and in no instance was there a refusal, in fact one Shire, Dimboola, voluntarily increased their grant by £50. The total amount received from this source was £1035, made up as follows:—

Wimmera Shire	£400
Borough of Horsham	300
Dimboola Shire	150
Dunmunkle Shire	75
Arapiles Shire	75
Kowree Shire	35

This amount compares more than favorably with other Hospitals in the State, and helps to assure us of a stable income.

LADIES' COMMITTEE.—For various reasons this Committee was not so active as in previous years, but still was able to work in many directions, and the organisation has been kept intact and ready for future work. It is intended to complete the yearly canvass of the Borough later on in the year. A sum of £70 was handed in from this Committee and is much appreciated. To all the ladies of this Committee we express our sincere thanks.

GARDENS.—After the rebuilding of the Hospital the grounds in front of the Hospital presented a somewhat dilapidated appearance, and the setting of same in order was a problem owing to shortage of funds. The Horsham Progress Association solved the problem by offering to raise enough money to make a new road and garden. The Association conducted a series of Community Singing, and as a result of their efforts a sum of £86/17/3 was handed over. This amount nearly covered the actual amount spent on the work and to the Progress Committee best thanks have been conveyed. Heartened by last year's effort, the Association is again conducting Community Singing on our behalf.

PATIENTS.—As anticipated, our numbers have risen during the year; 47 patients were in Hospital on July 1st, 1929, and during the year 1009 patients were admitted, making a total of patients treated 1056. This is an increase of 61 for the preceding 12 months. The daily average has risen from 47.11 to 53.41. This is a big increase, and, apparently, our figures will remain about this mark. Outpatients treated numbered 52; so we treated 1108 individual patients for this year. The average cost per head for indoor maintenance dropped from £6/3/7 to £6/0/8, and the average cost per bed for the daily average dropped from £130/14/8 to £119/9/2.

MATERNITY WARD.—In this important department we have been kept very busy, and during the year 132 babies were born.

X-RAY DEPARTMENT.—The X-Ray plant has proved to be of great assistance to the Honorary Medical Officers of the Hospital, and also to the Doctors in their private practice. Fees received from private patients amounted to £112.

NURSES' HOME.—We are pleased to be able to report that we expect to commence building new quarters for the Nurses at an early date. In our last report we stated that we had received an amount of £2,000 from the Edward Wilson ("The Argus") Trust towards this work. When the Hon. the Premier (Mr. E. J. Hogan) was in Horsham recently, he was waited on by your representatives, and asked for a grant to supplement the amount already in hand. The Premier inspected the present quarters and agreed that something must be done. We have since received word that Cabinet has approved of a Grant of £1,000 from the Unemployment Relief Fund. Steps will shortly be taken to put the work in hand.

AMBULANCE SERVICE.—This service has again been of great service to the town and district. The hon. driver, Mr. J. Baulderstone, has given valuable assistance and is deserving of the highest commendation for his unselfish devotion to the work. To Messrs. Young Bros., who garage the car and allow the hon. driver to leave work to attend the calls, we express our thanks. The Borough of Horsham again generously made available the sum of £25 towards the service and this action of theirs is highly appreciated.

HONORARY MEDICAL STAFF.—We desire to again express our appreciation of the services rendered by the Honorary Medical Officers, Drs. J. P. Black, H. W. Charlton, G. R. Felstead and R. J. A. Henderson. They have, at all times, and often at great inconvenience, attended to the welfare of the patients, and no thanks can be too great for this splendid service.

NURSING STAFF.—We are indeed fortunate in having such a capable nursing staff at the Hospital. The busy nature of the wards during the year called for a special effort and the results achieved bear testimony to the efficient service. The Matron, Miss G. M. Arthur, has at all times been alive to the welfare of the Hospital and the patients, and has earned the highest praise for her excellent management. Associated with her has been a loyal band of Sisters and Trainees who have rendered splendid service.

Nurses M. Simkin, V. McIntyre and E. O'Brien were successful in passing the final examinations of the Nurses Board, thus maintaining the high percentage of passes from this Hospital.

DISTRICT COMMITTEES—Good work has again been done by the Committees at Murtoa, Dimboola and Natinuk. Each year we receive valuable assistance from these centres, and we wish to express our sincere appreciation of their efforts.

WOOD DAY—Mr. G. W. Cochrane again organised the wood appeal, and the result was very gratifying, more wood being received than on any other occasion. To the organisers, the donors and stackers we accord our best thanks.

EGG & JAM APPEAL—The Inspector of Schools, Mr. E. B. Pederick, again organised these appeals, and the response made by the schools was a splendid one. In addition to gifts of jam and eggs, we are constantly receiving gifts from our Schools, and no praise is too high for the assistance we receive from this source.

GIFTS—Throughout the year, gifts of all description have been numerous, and to all donors we express our thanks. To the local, district and metropolitan paper offices we express thanks for copies of papers regularly received.

THANKS—To our Honorary Dentists Messrs. C. W. Dougall, R. S. Grant, W. Lawrence, and the late C. W. Mathers (whose passing we deeply regret), we express our thanks for valuable service freely given, also to our Hon. Veterinary Surgeon, Mr. J. Barnes.

The Horsham Borough Brass Band has always been at our disposal, and their recitals and assistance have been highly appreciated. The local Press are also deserving of our best thanks for their assistance in keeping the Hospital in front of the public. We desire to again thank the Clergy of all denominations for their kindly co-operation at the Hospital, and also the ladies and children from the Churches who regularly visit the Hospital with gifts of flowers, fruit, etc.

Our report would not be complete without reference to the services of Mr. C. H. Hoskin, who for 25 years has visited the Hospital on Sundays with his gift of song. Mr. Hoskin has now discontinued his regular visits, but we hope to see him whenever he is able to visit the Hospital.

SUMMARY—After carefully perusing the foregoing, the first thought that strikes one is the profound feeling of thanks and gratitude every member of the Committee and Subscriber must feel at such a magnificent result of the year's working. We have been able, after paying all accounts, to close with a credit balance. The year has been one of national and seasonal depression, yet, in face of these difficulties, we have been able to carry on the work of the Institution without running into debt. The people of our town and district have answered the clarion call of Charity, realising the responsibility of seeing that the work of attending to the sick and suffering humanity in our midst is nobly carried on. Our thoughts go out in appreciation to those in past days.

who are no longer with us for the part they played in helping to lay the foundations of this great work. The fine result achieved has only been possible by every section of the community helping, and this has been done. A generous public, skilful and attentive Medical Officers, whose services are rendered in an honorary capacity, a very capable Matron at the head of a splendid staff of Sisters and Trainees, have all played their parts in enabling us to render the necessary service to the sick and suffering, many of whom have the problem of poverty to contend with.

We sincerely trust that our administration and management have been wise and careful and merit the confidence of the Subscribers. The figures for the year are engrossing. To think that 1056 persons were treated at a cost of about £6.300 is to realise the magnitude of the work.

The matter of establishing Community Wards is a matter which we are giving earnest consideration, but, as the Inspector of Charities (Mr. C. L. McVilly, has asked us to leave the matter stand until he visits Horsham, the proposal is held in abeyance until then.

For the Committee of Management.

DAVID ANDERSON, President.

C. R. FRENCHAM, Secretary.

I would like to place on record the faithful and able manner in which the Secretary, Mr. C. R. Frencham, has carried out his duties. To the latter is now added the work of X-Ray Technician, and in this respect he is rendering skilful service.

DAVID ANDERSON, President.

Medical Officer's Report for the Year Ending June 30, 1930.

	M.	F.	Ttl.
Number of In-Patients remaining on June 30, 1929 ..	27	20	47
Number of Patients admitted during the year	405	604	1009
Number of Patients discharged, cured or relieved ..	385	585	970
Number of Deaths	16	13	29
Number remaining on June 30, 1930	31	26	57
Outdoor Relief—			
Distinct cases treated			52
Number of attendances			433
	M.	F.	Ttl.
Daily average of indoor relief	25.31	27.60	53.41
Average cost per head per annum of maintenance (indoor) ..	£6	0	8
Average cost per bed for daily average	£119	9	2

1225

Horsham Base Hospital. Receipts & Expenditure for year ending June 30th, 1930

RECEIPTS.

Te Bank Balance at 30/6/29	£21 8 11
Government Grant	1350 0 0
Municipal Grants	1035 0 0
Private Contributions	291 15 9
Ladies' Committee	70 0 0
Entertainments	128 17 3
Progress Association, Community Singing	86 17 3
District Committees	149 4 0
1930 Carnival Committee	1145 0 0
Inpatients' Fees	1920 19 6
Outpatients' Fees	8 0 9
X-Ray Fees	112 4 6
Sale of Refuse	0 12 0
Bequests	270 0 0
Mr. and Mrs. D. Anderson for Fence	100 0 0
Telephone Box	3 5 4
Mortuary Fees	4 0 0
Sale of Cows	12 18 11

Handwritten notes: 13.000, 1929, 1929

EXPENDITURE.	
By PROVISIONS—	
Meat	£343 11 5
Fish, Poultry, etc.	75 11 3
Butter, Cheese, etc.	217 7 4
Eggs	35 5 5
Milk	102 3 2
Bread, Flour, Etc.	185 14 8
Groceries	384 8 6
Potatoes, Vegetables	125 16 6
	£1419 18 3

Handwritten notes: 12/10, 12/10

SURGERY and DISPENSARY—

X-Ray Supplies	£101 19 8
Drugs, Chemicals, etc.	360 5 6
Dressings, Bandages, etc.	46 11 0
Instruments & Appliances	185 4 3
Ice & Aerated Waters	21 3 0
Spirits	9 3 3
Sundries	26 13 5
	£751 0 1

Handwritten notes: 12/10, 12/10

DOMESTIC—

Renewal Furniture	£53 11 0
Bedding, Clothing, Drapery, etc.	124 19 4
Hardware, Crockery, etc.	86 1 2
Laundry Materials	42 13 1
Fuel and Light	526 18 8
Sundries	42 2 10
	£876 6 1

Handwritten notes: 12/10, 12/10

ESTABLISHMENT—

Insurances	£36 19 10
Sanitary Rates	48 0 0
Repairs	53 18 4
Telephone	50 0 6

Handwritten notes: 12/10, 12/10

SALARIES and WAGES—

Nursing	£1267 4 10	1273
General	1316 1 1	1266
Uniform Allowance	7 0 0	11
	<u>£2590 5 11</u>	3620

MISCELLANEOUS ON MAINTENANCE—

Printing, Stationery and Advertising	£44 6 4	41
Funerals	15 13 0	14
Cartage and Freight	37 5 5	41
Travelling Expenses	8 0 0	7
Purchase Cows	29 10 0	16
Sundries	2 0 0	22
	<u>£136 14 9</u>	103

ADMINISTRATION—

Official Salaries	£300 0 0	300
Official Printing, Advertisements & Stationery	57 4 4	52
Country Hospitals Assn.	5 5 0	38
Auditors' Fees	4 4 0	4
Bank Charges	0 10 0	
Interest	45 17 0	
Exchange	1 7 6	
Dishonored Cheque	2 2 0	
	<u>£416 9 10</u>	

TOTAL COST OF MAINTENANCE £6379 13 7

EXTRAORDINARY EXPENDITURE—

Fire Extinguishers	£15 0 11
Garden and Road	126 13 11
New Fence	134 18 10
	<u>£276 13 8</u>

TOTAL EXPENDITURE £6656 7 3

Bank Balance at June 30th, 1930 44 16 11

£6701 4 2

144
1006
1150

has
2000
52
752

80
64
30
4
184

6379
6110
267

Auditors' Report

Horsham,
July 12, 1930

TO THE PRESIDENT, COMMITTEE AND SUBSCRIBERS,
HORSHAM BASE HOSPITAL

Sirs :

We beg to report having examined the Books, Accounts, Vouchers, etc., of the Institution for the year ending June 30, 1928, and found same correct; receipts from all sources and expenditure on all accounts being duly recorded and set forth.

The Balance Sheet, to which we have appended our signatures, is correctly drawn up from the Books of the Institution, and truly represents the financial position thereof.

We have much pleasure in recording that the books and papers have been effectively kept.

We have the honor to be,
Sirs,

Yours faithfully,
T. HOUSTON,
D. S. WALLIS, Auditors.

Hospital and Charities' Act 1922.

ELECTION AND APPOINTMENT OF COMMITTEES AND OFFICERS OF INCORPORATED INSTITUTIONS

Section 57. The secretary of every incorporated institution acting under the authority of the committee thereof shall call an annual general meeting of contributors to such institution to be held on some day between the first day of July and the thirty-first day of August in each year for the election of the committee and other elective officers and for any other purposes.

58. Save as otherwise expressly provided in this Act, on the day of the annual general meeting of the contributors to any incorporated institution in each year one-third part or the number nearest to one-third part of the elected members of the committee shall retire from office but may nevertheless be re-elected and the persons who shall so retire shall be—

- (a) all members temporarily appointed by the committee as hereinafter provided; and
- (b) the members who have been the longest in office without re-election. Where two or more persons have been in office for the same length of time then those who shall retire shall be determined between themselves by lot in the presence of a quorum of the committee.

59. (1) Any contributor to an incorporated institution may be elected to any elective office of such institution; and any person (whether a contributor or not) may be elected to the office of auditor.

(2) No person shall be elected to any elective office in any incorporated institution unless at least seven days before the day of the annual general meeting there has been delivered to the secretary thereof a written nomination of such person to such office signed by at least two contributors thereto and also a written consent of such person to act in such office.

(3) Every meeting at which there is to be an election of elective officers of any incorporated institution shall be advertised by the secretary at least a week before the day on which such meeting is to be held in some newspaper circulating in the neighborhood.

Ambulance Account, 1929-30

RECEIPTS.

To Borough of Horsham Grant	£25 0 0
Ambulance Fees	45 10 9
Bank Balance, 30/6/30	1 12 11
	£72 3 8

EXPENDITURE

By Bank Balance, 30/6/29	£0 3 7
Civil Ambulance Service	24 12 0
Repairs, Petrol, Oil & Service	40 13 11
Telephone	6 3 2
Bank Charges	0 10 0
Exchange	0 1 0
	£72 3 8

Building Account

RECEIPTS

To Government Grant	£3000 0 0
Bank Balance, 30/6/30	2058 10 2
	£5058 10 2

EXPENDITURE

By Bank Balance, 30/6/29	£4725 2 4
Drainage System	263 9 10
Bank Charges	0 10 0
Interest	69 8 0
	£5058 10 2

X-Ray Account

RECEIPTS

To Bank Balance, 30/6/29	£113 15 4
	£113 15 4

EXPENDITURE

By Equipment	£50 15 10
Bank Charges	0 10 0
Bank Balance, 30/6/30	62 9 6
	£113 15 4

Nurses Home Account.

RECEIPTS

To Amount at Credit Account, 30/6/30	£2000
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Examined and found correct
14/7/30

T. HOUSTON, }
DAVID S. WALLIS, } Auditors

Statistical Return as at June 30.

RECEIPTS.

	1926	1927	1928	1929	1930
Government Grant..	£700	£780	£800	£1350	£1350
Municipal Grant	475	485	525	820	1035
Local Contributions	907	827	1077	2009	1961
In-patients	522	476	1068	1621	1921
Out-Patients	2	2	2	5	8
Ordinary Revenue	3067	3335	4167	6671	6701

EXPENDITURE.

Provisions	708	736	1065	1284	1419
Surgery	192	194	517	609	751
Domestic	384	552	706	986	876
Establishment Charges	144	86	111	209	188
Miscellaneous	36	90	145	131	136
Administration	194	255	255	329	416
Salaries and Wages	1548	1678	2181	2618	2590
Total Ordinary Expenditure	3208	3595	4841	6159	6379
Cost per occupied bed	166	147	120	130	119

FINANCIAL POSITION

Credit at Bank	443	183	—	21	45
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STATISTICAL.

Daily Average	20.59	22.43	40.34	47.11	53.41
In-patients	392	448	746	995	1056
Paid Staff	18	20	28	30	30
Accommodation	32	40	70	70	70
Accommodation (Infectious)	8	8	8	8	8
Out-patients treated	81	98	75	43	52

Municipal Grants

Wimmera Shire	£400	0	0
Horsham Borough	300	0	0
Dimboola Shire	150	0	0
Dunmunkle Shire	75	0	0
Arapiles Shire	75	0	0
Kowree Shire	35	0	0
	£1035	0	0

Birthplaces, Religion, and Age of Inmates

Victoria	\$65	Church of England	322
New South Wales	9	Presbyterians	239
Other Australian States	71	Roman Catholics	166
England and Wales	58	Methodists	163
Scotland	23	Church of Christ	79
Ireland	9	Other Protestant	45
Other British Possessions	2	S. Army	38
Germany	9	Baptist	9
Other Foreign Countries	9	Other Persuasions	4
New Zealand	2		
China	1		
At Sea	1		
	1056		1056

Ages	M.	F.	Ttl.
Under 5 years	27	42	49
5 and under 10 years	36	51	87
10 and under 15 years	36	49	85
15 and under 25 years	87	173	260
25 and under 35 years	82	155	237
35 and under 45 years	69	69	138
45 and under 55 years	33	42	75
55 and under 65 years	24	26	50
65 and under 75 years	30	11	41
75 and under 85 years	7	5	12
85 and under 95 years	1	1	2
	432	624	1056



By-Laws of the Horsham Base Hospital

(Incorporated August 31, 1887).

(G.G. 31st August, 1877, p. 1642).

1. The Bye-Laws of the Horsham District Hospital (hereinafter referred to as "the Hospital") in force up to the date of this Bye-Law are hereby repealed save as to all rights accrued, acts done, appointments made, or liabilities incurred thereunder.

MANAGEMENT.

2. There shall be a President, two Vice-Presidents, and a Treasurer of the hospital, who shall hold office for one year.

3. There shall be two Auditors, who shall hold office for one year.

4. The Hospital year shall run from the day for the time being fixed for the retirement of one-third of the Committee to and inclusive of the next such day. All contributions shall be deemed to have been made for the current Hospital year.

5. The Committee shall direct the general business of the Hospital, frame rules for its internal regulation, and appoint, suspend, discharge all paid officers, and arrange the terms of the employment of such.

6. The Committee shall meet on the second Tuesday in each month, at 3.30. Any three members of the Committee may summon a meeting for any time upon giving twenty-four hours' notice of the hour of the meeting, and stating in such notice the business for which the meeting is summoned.

7. The Medical Officer shall have full power to deal with all urgent applications for admission, recording in writing the reasons for treating the case as urgent.

8. No paid officer of the Hospital shall be a contractor, directly or indirectly; nor shall any member of the Committee be present at the discussion of nor vote upon any matter in which he is pecuniarily interested.

9. The Books and Accounts of the Hospital shall be audited annually by the Auditors.

10. The Committee shall present a general report of the affairs of the Hospital, together with an audited Balance Sheet, at the Annual Meeting. Such Balance Sheet shall be published in one or more of the local papers at least three days before such meeting.

11. The Committee shall appoint a House Committee of three of its members, two to form a quorum, who shall attend to the internal management of the Hospital, the admission and discharge of in-patients, the examination of all accounts passed for payment, the supervision of the Medical Officer's, Collectors', Dispenser's, and House Steward's Books, and such other matters as may be delegated to them by the Committee of Management:—

- (a) The House Committee shall retire quarterly, and its members shall be eligible for re-appointment on the next Committee.
- (b) It shall meet once in each week, or oftener, on such days and such hours as it may appoint, and the Honorary Medical Officers shall be members ex-officio of the House Committee.
- (c) It shall also, once at least in each month, audit the House accounts and check the stores books.
- (d) It shall watch the entire expenditure of the Hospital and shall carefully scrutinise the monthly analysis of such expenditure, with due regard to the number of patients in the House, reporting to the Committee any matter of importance.
- (e) It shall be present (without notice) once in each fortnight at the receipt and distribution of stores, and once in each quarter shall check the balance remaining on hand of such stores with the House Steward's and Dispenser's Books.
- (f) It shall have power to employ persons other than the Medical Officer, Secretary, Matron, and Nurses for any work in or about the Hospital, and to discharge the same.
- (g) It shall define the duties of officers and servants, and such duties shall be incorporated in their several agreements.

12. All contracts may be made by the Committee.

13. The common seal of the Hospital shall be kept by its banker for the time being.

ELECTION AND APPOINTMENTS.

14. The President, Vice-Presidents, and Treasurer shall be elected at the Annual Meeting.
15. The Auditors shall be appointed at the Annual Meeting.
16. Members to fill the vacancies of retiring members of the Committee shall be elected at the Annual Meeting.
17. All contesting elections or appointments shall be by ballot only.

VOTES.

18. For voting purposes Members shall be divided into "Members" and "Corporations":—
 - (a) Members contributing £1 per annum shall be entitled to 1 vote.
 - (b) Members contributing £5 per annum shall be entitled to 2 votes.
 - (c) Members contributing £10 per annum shall be entitled to 3 votes.
 - (d) Members contributing £20 (in one sum as a personal contribution during the current year), 3 votes, and thereafter 1 vote for life.
19. Corporations shall be entitled to the same votes as members, save that the right to vote shall cease with the expiry of the current year, notwithstanding the amount of contribution.
20. Corporations shall be entitled to vote by any member or officer appointed by the Corporation under seal, or by resolution for that purpose.
21. No member shall be entitled to vote while he is a salaried officer or pupil of the Hospital.

MEETINGS.

22. There shall be held at the hour of 3.30 p.m. on the day for the time being appointed for the retirement of the Committee the Annual Meeting of the Members.
23. At all meetings of Members ten shall form a quorum. If a quorum be not present within half an hour of the hour of the meeting, or if there shall cease to be a quorum, the meeting shall be adjourned by the President, Vice-Presidents, Chairman, or Treasurer, or in their absence by the Secretary, for one week, and at the adjourned meeting any number shall constitute a quorum.
24. Ten or more members may, by requisition signed, require the Secretary to convene a Special Meeting of Members. Such requisition shall specify the business to be dealt with at the meeting, and none other shall be introduced unless the introducer shall have given three day's notice thereof to the Secretary.
25. Notice of Special Meetings shall be given by the Secretary to Members seven days clear before the date; and any notice of any business intended to be introduced at a Special Meeting shall be given by the Secretary to Members immediately on receipt of such notice.
26. All requisitions and other notices of special business shall be accompanied by a number of copies equal, at least, to the number of Members for the time being.
27. The President, Vice-Presidents (in the order of election) or the Treasurer shall take the chair at all meetings, except those to be held under section 7 of the Act incorporating the Hospital; and in the absence of such officers, the meeting shall elect its own Chairman, and by ballot on demand of any two Members. The Chairman shall have a deliberative as well as a casting vote.
28. Minutes shall be kept by the Secretary, and in his absence by the Acting Secretary, to be appointed for the time being by the Chairman.
29. The minutes when confirmed and signed by the Chairman at a subsequent meeting shall be conclusive evidence of the proceedings of the meeting of which they are a record.
30. At any meeting the Chairman may, and at the request of three Members shall, appoint a meeting at not less than seven days nor more than fourteen, at which the minutes of the then meeting shall be brought up for confirmation, and such meeting shall be a Special Meeting.
31. The Secretary shall, on demand, at any time within five days of any meeting, produce for inspection of any Member requiring the same the minutes to be brought up for confirmation.

OFFICERS

32. There shall be a Medical Officer, who shall be a duly registered Medical Practitioner

33. All Medical Officers shall be duly registered Medical Practitioners.

34. There shall be a Secretary, Matron, and Nurses, at salaries to be fixed for the time being by the Committee.

PATIENTS.

35. Members and Honorary Medical Officers shall be entitled to recommend one in-patient and three out-patients annually, subject to the approval of the House Committee.

36. Any person wishing to be received into the Hospital, and being in a position to pay for medical aid, may be admitted with the sanction of the House Committee, provided there be accommodation, and on producing a recommendation signed by a Member.

37. No pregnant female (for the purpose of confinement), no child under five years of age (unless suffering from serious injury, or for the purpose of undergoing a surgical operation, or in case of accident), no insane person, no person afflicted with primary syphilis or suffering from chronic paralysis, nor any person who in the opinion of the Medical Officer, Honorary Surgeon, or of the Committee of Management is unsuitable to be admitted, shall be received as an in-patient under any circumstances.

38. Patients quitting the Hospital at their own desire shall sign a declaration to that effect before leaving.

39. Any patient having any cause of complaint shall make the same known to the Medical Officer, whose duty it shall be to enter such complaint immediately, in the presence of the nurse of the ward, in a book kept for the purpose, which book shall be laid before the House Committee at each meeting.

40. Patients not paying full Hospital fees, deemed able by the Medical Officer to assist in the work of the Hospital staff, shall, at his request, so employ themselves.

41. The Committee, subject to the approval of the Medical Officer, shall from time to time make and alter regulations:—

(a) For the conduct of patients.

(b) For the treatment of out-patients.

(c) For the admission of visitors.

(d) For the admission of Clergymen and Religious Instructors.

Such regulations shall be posted in the wards and hung on the Hospital door

CLERGYMEN AND RELIGIOUS INSTRUCTORS.

42. Every Clergyman or Religious Instructor who visits at the Hospital shall confine his visits to the sick patients who belong to his religious communion, unless his services are specially requested by any patient of another communion.

43. Every such Clergyman or Religious Instructor shall perform the duties of his office at the bedside of his patients in such a way as to be as little overheard as possible by the surrounding patients.

44. No person shall read aloud or conduct public religious service in the sick wards of the Hospital.

45. Clergymen or other visitors must retire from the bedside if requested to do so by any members of the Medical Staff or Matron.

APPENDIX No. 1.

At the General Meeting of the Contributors of the Horsham District Hospital, held on the 28th July, 1902, it was resolved:—"That the Committee of Management be composed of twenty members, irrespective of the four honorary officers."

APPENDIX No. 2

At the Annual Meeting of the Governors and contributors to the Horsham District Hospital, held on 28th July, 1904, it was resolved:—

- (a) That these bye-laws may be amended by resolution of a majority of Subscribers present at the Annual Meeting, or at a duly convened meeting called for the purpose, provided that 14 days notice in writing, signed by not less than six Subscribers of all proposed amendments shall have been given to the Secretary, who shall thereupon give notice by advertisement to the Subscribers.

And at a special meeting of contributors, held on the 14th day of May, 1918, it was agreed that—

- (b) Any number of persons formed as a Committee and conducting entertainments or services of a public nature for the funds of the Hospital, and thereby contributing in one sum the amounts hereunder specified, shall have the privilege of nominating Annual Governors as follows:—

If £10 and up to £20 be contributed	1 Governor
Over £20 and up to £50	2 Governors
Over £50 and up to £100	3 Governors
And for Amounts over £100	4 Governors

Persons presenting a Trust Estate contributing in one sum £10 or over may also nominate one Annual Governor. The year of an Annual Governor's appointment shall be from the date of payment to the Hospital.

APPENDIX No. 3

At the Annual Meeting of the Governors and Contributors to the Horsham District Hospital, held on the 25th July, 1912, it was resolved:—

- “That a person who has by personal effort, extending over a term of not less than five years, been instrumental in augmenting the funds of the Institution by a sum of not less, in the aggregate, than £100, may be appointed by the Committee of the Institution a Life Governor thereof and thereafter shall be a Member entitled for the year of appointment to three votes, and thereafter one vote for life.”

APPENDIX No. 4

At the Annual Meeting of the Governors and Contributors to the Horsham District Hospital, held on 31st July, 1919, it was resolved:—

- “That a person or persons, not exceeding two in any one year, who has or have in an official capacity in public efforts during at least two years, been instrumental in augmenting the funds of the Institute by a sum of not less than Eight Hundred Pounds, may be appointed by the Committee of the Institution of Life Governor or Life Governors thereof, and thereafter shall be Members entitled for the first year of appointments to three votes and thereafter one vote for life.”